



JOB DESCRIPTION

Position Title: **Team Leader**

Working Area: **Survey**

Class Code: 5600 Non-Exempt EEO Code: 03

Effective Date: August 30, 2002

Major Function

Work involves leading and supervising the fieldwork of a survey party team in collecting and compiling data for construction work, land surveys and other survey related functions.

Essential Functions

Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.

Act as chief of a survey party team engaged in procuring field data necessary for the preparation of plans for streets and other public works projects as well as other land survey projects.

Investigates construction projects for street, sewer lines, water lines, and establishes line and grade for construction work. Sets slope stakes, and computes and runs horizontal and vertical curves.

Checks work for conformance to plans and specifications. Prepares drawings, maps, and other records pertaining to field survey work. Records survey notes in field books.

Initiates and/or reviews and effectively recommends to supervisor, for approval by the department director for hiring, performance evaluations, disciplinary and commendatory actions.

Performs other duties as assigned or as may be necessary.

Minimum Qualifications

Considerable knowledge of mathematics through trigonometry. Knowledge of the field aspects of Global Position Systems data collection methods.

Ability to operate surveying instruments in the performance of surveying work. Ability to reduce and plot field notes, make field engineering computations. Ability to interpret engineering specifications and plans. Ability to layout and supervise the work of assigned personnel in a manner conducive to full performance. Ability to communicate effectively both orally and in writing.

Skilled in the use and care of surveying instruments.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.

Working Conditions

The work environment for this position is generally an outdoor setting. Most duties are performed while walking or standing on a construction site, roadway or other survey site. Ability to perform physically demanding job duties occasionally under adverse weather and field conditions